



Volunteer & Combination Officers Section of the International Association of Fire Chiefs



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VCOS Board of Directors Meeting

**September 13, 2018
Chantilly, Virginia**

MINUTES

Thursday, September 13 (at the IAFC 4795 Meadow Wood Lane, Suite 100-W, Chantilly, VA)

Present: Chair Chuck Flynn, Chief Jim Cook, Chief Rich Cowger, Chief Ron Oettel, Chief Timothy Wall, Chief Donna Black, Chief Al Yancey, Chief Fred Windisch

Staff: Ms. Jennifer Bragiel Cozad, Ms. Kelly Ameen

The meeting started at 1:15 pm.

Welcome – Chair Flynn

Chief Flynn called the meeting to order and welcomed those present and those joining via technology. A moment of silence in remembrance of Chief James P. Seavey Sr. was taken.

Consent Agenda

- 2018 July Board Meeting Minutes
- 2018 July Special Board Meeting Minutes

Motion by Chief Cowger and seconded by Chief Oettel to approve the consent agenda. Motion carried.

Future of the VCOS and Committee Overview

Chief Wall provided an update of the Future of the VCOS project. Two groups have completed their tasks. Chief Buckman is stepping away from the project and Chief Wall will be becoming the lead on it. Everything the VCOS Board has done to this point will tie into the VCOS's strategic planning meeting with Kelly Walsh.

Sponsor Relations – Chief Black

A review took place on how the VCOS gained its sponsor support and what is and is not in writing. The VCOS has been encouraged to have agreements. Moving forward the VCOS is encouraged to make the connection and start the discussion then bring in Leslie to assist with the creation of the agreement.

Old Business

- Flash drives
 - o The VCOS flash drives have been very popular and are almost all gone. The VCOS Board discussed ordering more, all agreed that more should be ordered utilizing Pierce funds.

Action Item: Chief Flynn to investigate shape and determine quantity for the reorder.

- Working with the Canadian Division
 - o This project is regrouping and will report out for the November Board Meeting
- Lavender Ribbon Report
 - o The VCOS is moving forward with this project
 - o There will be a meeting at Symposium in the Sun and creating an educational outline on the report
 - o The goal will be to make sure the message is consistent and updated
 - o Ward Diesel will be giving the VCOS \$4,000 over the next two years, to help cover costs for presenting the Lavender Ribbon Report at events across the country
 - o The VCOS can match Ward Diesel's \$4,000 with Pierce funds.

Action Item: Email Chief Flynn and Ms. Bragiel Cozad if you would like copies of the Lavender Ribbon Report to hand out.

- Diversity and Inclusion
 - o The VCOS wants to keep the momentum up from the Be Inclusive posters. Considering creating a course on diversity and inclusion
 - There would be two deliverables one would be online scenario based and the other would be in-person
 - o This could be funded by Pierce but would need to communicate with them more information and details, if the VCOS decides to create the course.
- FRI Sessions are Due October 1
- CFSI Sessions are Due October 12

Action Item: Email Chief Flynn and Ms. Bragiel Cozad any ideas you have for sessions.

- October Meeting
 - o Will be bringing to the IAFC headquarters Labor Employee Collaboration Facilitators and Yellow Ribbon Advocates for training
 - o There will be representatives from the US and Canada attending the training

Action Item: Let Ms. Bragiel Cozad and Chief Flynn know if you will or will not be attending the October meeting.

- o A discussion took place of who was invited. There was a recommendation to invite a representative from the Safety, Health and Survival section and from the EMS section.
 - Chief Oettel had a recommendation based on an individual's presentation he recently had seen.

Action Item: Chief Oettel to connect the individual with Chief Flynn to attend the Yellow Ribbon training, if the individual is interested.

- The VCOS is working with LEAD on the review of the BH&H and FROG courses
 - o Chief Buckman is taking the lead on this for the VCOS.
 - o The VCOS will be helping the IAFC become accredited. The VCOS has great information and this will be a great partnership to develop excellent courses.

New Business

- Knox Boxes out of Phoenix is holding an academy at its headquarters. They have invited VCOS to attend.
- The meeting will be in February.

Motion by Chief Cowger and seconded by Chief Oettel to send 2 people to attend the Knox Boxes meeting. Motion carried.

- Mr. Mark Light and President Dan Eggleston would like to create a 6 person taskforce to review the election standards and remove any election candidate eligibility ambiguities. They have asked for a VCOS representative.

Action Item: Email Chief Flynn and Ms. Bragiel Cozad by COB Monday, September 17 with recommendations.

- The VCOS Board had in depth discussion on the various ways they could honor the memory of Chief James P. Seavey Sr.

Action Item: Chief Flynn to create a committee to develop a plan to honor and celebrate the life of Chief Seavey.

Chief Oettel expressed interest in being on the committee. Chief Flynn recommended Chief Collins for the committee, and asked those interested in serving on it to email him.

Legislative Update – Mr. Evan Davis

A legislative update was provided on a variety of legislative topics. The VCOS Board discussed having Mr. Davis attend either Symposium in the Sun or Symposium in the West to provide a talk on how to talk with legislatures.

Action Item: Chief Windisch to investigate having Mr. Davis do a VCOS talk at Symposium in the Sun.

There was much curiosity about the SIREN Act and who it impacted, as well as the definition of rural used in it.

Action Item: Mr. Davis to send additional information on the SIREN Act including key people to contact and the definition of rural used for it.

The VCOS Board inquired about the ability to meet with various departments of the United States government and introduce the VCOS and the IAFC to them. This could be beneficial to help them by improving their understanding of the fire service.

WWS and National Education Grant Update – Mr. Spencer Cheatham and Ms. Kelly Ameen

Ms. Kelly Ameen congratulated Mr. Shawn Stokes on his promotion to Assistant Executive Director. She introduced Mr. Spencer Cheatham to provide an overview of the National 2 Grant's recruitment and retention instructor position and course.

The course is called the Volunteer Administrative Leadership Series (VALS) program. The program aims to provide a national certification for recruitment and retention coordinators. The course will have a 10-hour online portion and an 8-10 hour live in-house portion. The goal will be to administer this course across the United States.

Mr. Cheatham provided a demonstration of the interactive and immersive online portion of the course. He also explained the in-person portion of the course and some of the tools that instructors will be using to make it interactive and engaging. He also discussed some of the techniques the course will be using to ensure consistency of the course no matter who your instructor is.

The VCOS Board discussed how this course will compliment and work with the VCOS BH&H and FROG courses with Mr. Cheatham. There was discussion about having a couple people review the course, and maybe set up a room at Symposium in the Sun for attendees to beta test the system.

National Grant and State of the Volunteer Fire Service Update – Ms. Monica Willemsen

Ms. Willemsen provided an update an overview of the Chief's A-RIT. She explained the review process for the system and expressed her gratitude for the VCOS Board assisting to review the resources. The VCOS Board mentioned possibly setting up a testing space at Symposium in the Sun for it.

Ms. Willemsen reviewed the agenda, groups and expectations for the State of the Volunteer Fire Service Summit and thanked the VCOS Board for participating in it. Chief Oettel expressed his regret that he would be unable to attend and recommended the fire service consider a different name. Fire is no longer the primary job of the fire service, and the field needs to rethink its name to reflect what fire departments are doing. This is important, because currently the name is not helping departments market themselves. It is painting a limited and inaccurate picture, and departments need to improve how they market themselves. He also recommended changing how departments do interviews, currently they tend to be very negative. They should be creative, resourceful and positive with a focus on values.

Roundtable, Announcements, Project/Committee Updates

Chief Wall: Recommend naming a Symposium in the West scholarship after Chief Seavey.

Ms. Bragiel Cozad: Thank you for coming to the IAFC. We are very excited to have you all here and appreciate all the hard work you do as a section. Thank you for holding your meeting at the IAFC.

Ms. Ameen: Thank you for letting staff come in and present the various programs taking place at the IAFC to you.

Chief Cowger: Can we create a VCOS video?

Chief Flynn: We are currently working on this and are investigating our options for production companies.

Chief Wall: Are we creating lavender shirts for Symposium in the Sun?

Chief Flynn: Will need to talk with Chief Windisch about it. We also need to create an online store where members can buy our stuff.

Action Item: Chief Oettel was assigned to the VCOS Shirt Committee. The committee's task is to create a standard for which shirts new board members receive.

Motion by Chief Cowger and seconded by Chief Oettel to adjourn. Motion carried.

The meeting adjourned at 5:04pm. The next meeting is scheduled for October 10 at 4pm ET.